



**MISSISSIPPI STATE
DEPARTMENT OF HEALTH**

**OFFICE AGAINST
INTERPERSONAL VIOLENCE**

**DV CONTINUATION REQUIREMENTS
SFY 2025**

Domestic Violence Shelter Fund

**May 31, 2024
Release of RFP**

**July 12, 2024 – 5:00 pm (CST)
Response Deadline**

Continuation Table of Contents

INTRODUCTION	1
CONTINUATION REQUIREMENTS	2
PRE-SUBMISSION MEETING.....	3
SUBMISSION OF CONTINUATION	3
REVIEW OF CONTINUATIONS	5
CONTINUATION INSTRUCTIONS	7
CONTINUATION PREPARATION.....	8
CONTINUATION CHECKLIST.....	11
DEFINITIONS.....	12

***SEE ALL MANDATORY TEMPLATES AND HELPFUL INFORMATION ON THE SAME SITE FOR RFPS
(UNDER THE DV CONTINUATION REQUIREMENTS SECTION)**

INTRODUCTION

The Office Against Interpersonal Violence (OAIV) of the Mississippi State Department of Health (MSDH) is pleased to provide these Continuation Requirements for state funding to support victims of domestic violence through the State of Mississippi Domestic Violence Shelter Fund.

Subgrantees must submit a new cover letter, budget/budget narrative and work plan. Funds will be allocated in accordance with state requirements and the intended uses of the grant program for the continuation period of July 1, 2024, through June 30, 2025. The Continuation Requirements include instructions for grant continuation submission, guidelines and budget requirements. **All mandatory templates found on the MSDH RPE webpage are considered part of the Continuation Requirements.**

The mandatory templates and other information, can be found on the MSDH website Grants and RFAs under DV Continuation Requirements at the following link: <http://HealthyMS.com/rfp>.

Continuation Timeline

Announcement of Funding Opportunity	May 31, 2024
Pre-Submission Meeting	June 10, 2024
Continuation Due	July 12, 2024 <i>by 5:00 pm (CST)</i>
Implementation Date	July 1, 2024

CONTINUATION REQUIREMENTS

All organizations must meet the requirements below to continue receiving a subgrant from MSDH.

- **No Charge to Victims:** Victims of domestic violence must not be charged for any DV-related services. In the event that services normally available through other funding sources (inclusive of insurance) are provided to a victim of domestic violence, entities may seek reimbursement from those sources. Decisions regarding payment are left to those funding entities.
- **Evidence-based, trauma-informed, and culturally and linguistically appropriate programming:** Each subgrantee must be engaged in the delivery of evidence-based programming or use best practices (as identified and supported by research) in their provision of services. ***Funded services are to utilize a trauma informed, culturally and linguistically responsive approach.***
- **Appropriately trained, licensed and/or certified staff or volunteers:** Any staff or volunteer providing services or otherwise carrying out subgrant activities must receive proper training and must possess any applicable professional licensure or certifications required by Title 73 of the Mississippi Code.
- **Confidentiality:** A domestic violence shelter shall require persons employed by or volunteering services to the shelter to maintain the confidentiality of any information that would identify individuals served by the shelter.
- **Voluntary Services:** All services must be provided to victims on a voluntary basis. Victims shall not be required or mandated to participate in any activity as a condition of receiving services. Direct services are to be provided regardless of a victim's participation in the criminal justice process. Victim eligibility for direct services is not dependent on the victim's citizenship and/or immigration status.
- **Organizational Operating Hours:** The subgrantee must have provisions for the manning of hotline numbers, admissions to services, and other intervention by trained individuals associated with the subgrantee who are equipped to provide immediate assistance, at all times of the day or night (24 hours per day/ 7 days per week – inclusive of all holidays). At no time shall a crisis line be answered by a third-party answering service, which then forwards calls to shelter staff, or takes messages and passes them to shelter staff for call-back (*barring exigent circumstances, such as natural disasters*).
- **Non-Profit Agencies:** All non-profit recipients of funding must make their financial statements available online (either on the sub-recipient's or another publicly available website). Recipient organizations that have Federal 501(c)(3) tax status are deemed in compliance with this requirement, with no further action needed, to the extent that such organizations file IRS Form 990 or similar tax documents (e.g., 990-EZ), as several sources already provide searchable online databases of such financial statements.

- Compliance with Regulatory Agencies: All subgrantees should ensure that its operations are following any applicable federal, state or local regulatory provisions, including, but not limited to, zoning and land use regulations, permitting or inspection requirements, criminal history or other background checks, or certification and licensure requirements.
- Compliance with Victim Services Standards: Any organization funded must comply with minimum standards for victim services recognized by OAIV. Nothing in this section requires membership in any organization.
- Good Standing: No organization that has had an award through OAIV terminated for cause during the immediate past two (2) years will be eligible to continue receiving funds, unless sufficient justification is submitted to OAIV which, in the sole discretion of OAIV, supports the award of funding. The organization will be in good standing with the MS Secretary of State's office (MS SOS), as well as their licensing and/or certifying entities.

PRE-SUBMISSION MEETING

Each organization applying for an award from OAIV will have the opportunity to attend a pre-submission meeting. This webinar will occur on June 10, 2024 at 10:00-11:30am. (Links: Join from PC, Mac, Linux, iOS or Android: <https://itsmsgov.zoom.us/j/84292798233?pwd=K14p27z6XGqZXgP9SzdJrYPPV6iVdM.1> or Find local AT&T Numbers: <https://www.teleconference.att.com/servlet/glbAccess?process=1&accessNumber=7133530212&accessCode=439970>) This meeting will be in lieu of the questions and answers. Participants will be able to ask questions at that time. The meeting will be led by the OAIV Director and the Community Projects Administrator.

SUBMISSION OF CONTINUATION

All documentation for the SFY 2025 funding cycle will be completed and submitted through Smart Sheet. Smart Sheet will automatically date and time stamp all submissions. This will be the official submission time and date stamp utilized by OAIV. Instructions for the preparation of the continuation are found within this document. Submissions will be deemed late at 5:01pm (CST) July 12, 2024. **Late and incomplete submissions will be classified as nonresponsive and may result in a reduction of funding.** Subgrantees should begin their continuation submission process as early as possible and not wait until the deadline.

CONTINUATION DUE DATE

Continuations will only be accepted via Smart Sheet

Deadline to submit continuations:

June 12, 2024

5:00 PM (CST)

Smart Sheet page will be disconnected at 5:01 PM (CST)
No other continuations will be accepted

Link to submission: Cut and Paste link

<https://app.smartsheet.com/b/form/252f251bae784577b1316eb489ce24bd>

Extensions will not be allowed.

Once your continuation is submitted in Smart Sheet, the organization will be unable to revise the supporting/required documentation for that submission. The subgrantee may upload another **complete** submission if they find something has been overlooked and it is before 5:01pm July 12, 2024. Subgrantees will be evaluated based on their last complete submission (A *complete submission is one that has all the mandatory components and follows all of the instructions*). As a result, please be sure to submit a continuation that is responsive to instructions and has been thoroughly reviewed internally prior to submission.

SUBGRANTEE INFORMATION

State Domestic Violence Shelter Funds. MSDH is the state agency granted the authority pursuant to state law (MS Code Section 93-21-117, 2014) to administer the Domestic Violence Shelter Fund, established as direct support for qualifying domestic violence shelters in the State of Mississippi. The money in the fund comes from various sources: standard state monetary assessments for certain violations, misdemeanors and felonies pursuant to Miss. Code Section 99-19-73; certain bond fees as provided by Miss. Code Section 83-39-31; additional fees charged and collected for marriage licenses under the provisions of Section 25-7-13; and any other sources of funding.

The purpose of the DV Shelter program is to provide safe, secure, accessible, nondiscriminatory shelter for all victims of domestic violence regardless of race, color, religion, age, marital status, national origin or ancestry, gender identity or sexual orientation, in compliance with Mississippi

state law, and any regulations or rules adopted by the Office Against Interpersonal Violence within MSDH.

Match: There is no match. Subgrantees are encouraged to continue to seek local/private funding to enhance their domestic violence programs.

Purpose and Priority Areas: It is the purpose of this funding to provide an avenue for domestic violence shelters in Mississippi to enhance their programs, providing for a greater diversity of domestic violence victims/survivors. While a traditional model of service delivery has met the needs of many victims of domestic violence, there are many victims/survivors who remain unserved or underserved. There is still a need for emergency shelter and yet, there remains many other opportunities to provide services and support to victims of domestic violence through the domestic violence programs in Mississippi. Please select at least one priority area from the three below to work on during the 2023-2025 funding cycle.

The priority areas this funding period are:

1. Expand into services that the program does not already provide.
2. Provide community and/or shelter services, reaching unserved and underserved domestic violence victims with new MOUs noting the responsibilities of each organization.
3. Within 6 months of signing the DV agreement, the subgrantee will have a written and approved Plan of Action stating how they will expand their health equity efforts. The plan must be approved by their Board of Directors and OAIV leadership.

Mississippi identifies underserved populations as follows: American Indians, Native Alaska Natives, rural populations, the elderly, individuals having disabilities, women of color, other racial minorities, immigrants, refugees, and individuals identifying as LGBTQ+. Unserved victimization types include all forms of human trafficking, stalking, strangulation, survivors of homicide victims, crimes motivated by hate, and identify theft/fraud. *(This is the definition for all OAIV programs and the Domestic Violence Shelter Fund will only provide funding for victimization types as they pertain to domestic violence.)*

REVIEW OF CONTINUATIONS

Incomplete submissions *(those which do not follow the requirements or include all components/required attachments)* will be determined to be nonresponsive to the RFP. **Nonresponsive submissions may result in a reduction of funding.** It is each subgrantee's responsibility to ensure all directions are followed, necessary components of the submission are completed and all required documents are uploaded.

- The **work plan** is to be created on the approved template that can be found in the workbook on the MSDH website Grants and RFAs webpage under DV Continuation Requirements (<http://HealthyMS.com/rfp>). This is a mandatory form and must be used for the work plan. The work plan for each funding stream is after the budget narrative, i.e., VOCA Budget Narrative and then VOCA Work Plan, Domestic Violence Budget Narrative and then the Domestic Violence Work Plan.
- The **budget narrative** and annual budget are to be completed on the approved templates that you will find in the template section under the Grants and RFAs webpage on the MSDH website (<http://HealthyMS.com/rfp>). *(The approved annual budget template is not formulated but the budget narrative template is formulated and locked. Please contact the Program Administrator for Community Projects (601.206.1546) who will be able to help you with any questions or issues.)*
- Organizations that have more than one shelter should provide one (1) combined budget with separate narratives for each site. Separate work plans are required for each site. The work plan must meet the specific needs of the population(s) at the site where the subgrantee is applying to expend the funds. Example: one site may be rural and the other is urban, there would a need to put more emphasis on travel in the rural setting than in the urban where clients could take the bus. **No generic work plans will be accepted.**
- All uploaded documents submitted into Smart Sheet are to be in Excel or Word unless they are coming from an outside (the organization) source. Do not submit a document in pdf unless it is a document such as an IRS Determination or SAM Registration that comes to you already in pdf.

Each submission will be reviewed and is complete when the following sections are submitted:

1. Cover Letter
2. Work Plan (found in the provided mandatory workbook template).
3. Budget detail and narrative that supports the achievement of the goals, objectives and activities of the work plan (found in the provided mandatory workbook template).
4. All related and mandatory forms (there is an abbreviated checklist on **page 10** to help the subgrantee remember what forms need to be submitted).

If ANY of these instructions are not followed, the submission will be considered nonresponsive and the submission may result in a reduction of funding.

As part of its overall grant management duties, OAIV reserves the right to determine the best use of funding. The final review will also determine, if an award is to be continued, whether awarded funding will be reduced, or any additional requirements (e.g. special conditions for the subgrant award) will be placed upon the subgrantee. There is no guarantee that a project will be continued, nor is there a guarantee that current amounts of funding will be awarded.

CONTINUATION INSTRUCTIONS

Each **continuation submission** shall contain the following required components:

1. Cover Letter
2. Work Plan (found in the provided mandatory workbook template) on the MSDH Grants and RFAs webpage <http://HealthyMS.com/rfp>.
3. Budget detail and narrative that supports the achievement of the goals, objectives and activities of the work plan - <http://HealthyMS.com/rfp>.
4. All related and mandatory forms (there is a checklist on page 10 to help subgrantees remember what forms need to be submitted - found in the provided mandatory workbook template) on the MSDH Grants and RFAs webpage under Grants and RFAs <http://HealthyMS.com/rfp>.)

The following documents, as applicable, are also required **for each continuation submission** and must be uploaded into Smart Sheet **individually**:

1. SAM registration/UEI, if expired since last submission (documentation from the organization that manages the grant funds)
2. IRS Determination, if changed since last submission
3. Indirect Cost Information, if changed since last submission
4. Conflict of Interest Form (mandatory-located on MSDH website Grants and RFAs webpage under DV Continuation Requirements - <http://HealthyMS.com/rfp>)
5. Board of Directors, their name, workplace information, title at workplace, position on the board, email address
6. Organizational Chart, if changed since last submission
7. Any new Job Descriptions of Personnel and/or personnel included in the funding request that have changed since last submission
8. Financial Capability Questionnaire, if changed since last submission (questionnaire is on the MSDH website Grants and RFAs webpage under DV Continuation Requirements - <http://HealthyMS.com/rfp>)
9. Additional Funding Sources (mandatory template on website under DV Continuation Requirements - <http://HealthyMS.com/rfp>)

If any of these items are not submitted or instructions not followed, the submission will be considered nonresponsive and the submission may result in a reduction of funding.

CONTINUATION PREPARATION

a. Cover Letter (up to 2 pages)

1. The subgrantee's legal organizational name and the name used as Doing Business As (DBA), note which name is registered with MAGIC and the MS Secretary Of State;
2. the name of the funding source the subgrantee is applying for (State DV Shelter Funding);
3. the program's primary point of contact's name, title, email and phone number. In most instances, the program's Primary Point of Contact ***is different*** than the Authorized Official and/or Designated Authorized Signature Authority Official;
4. the fiscal contact person, their name, title, phone number and email address. The financial official must have the obligatory authority and information to provide certification on behalf of the organization. This individual must also have decision-making authority pertaining to budget matters and fiscal responsibilities. This can include a chief financial officer, finance director or Board Treasurer;
5. the two (2) authorized signatories (primary and secondary), their name, title, phone number and email address. The authorized official may designate another individual to serve as the authorized signature authority to sign the application and acceptance documentation on behalf of the non-profit.
6. the board president's name, phone number and email;
7. the organization's MAGIC vendor number
8. the organization's fiscal profile (*Provide the numbers and dates in this section and the documents, if applicable, **separately** uploaded to Smart Sheet.*)
 - a. Federal ID or EIN number
 - b. SAM Unique Entity Identifier number (12-digit number)
 - c. SAM Registration Expiration Date
 - d. Agency Fiscal Year i.e., October through September or January through December
 - e. IRS Determination as a Nonprofit
 - f. Is your organization requesting indirect cost? If yes, please indicate if your agency has a federally approved negotiated indirect cost rate (and provide it separately with the other documents) or if your agency will be using the 15% de minimis rate;
 - g. the amount of funds remaining from year one;
 - h. the amount of funds the subgrantee is requesting;

***It is the responsibility of the subgrantee to submit any change of name, phone number and/or email of any person noted within the cover letter.**

If any of these items are not submitted or instructions not followed, the submission will be considered nonresponsive and the submission may result in a reduction of funding.

• Priority Area/Work Plan/Goals, Objectives and Activities (GOAs).

The **work plan** should provide specific details that align with the implementation and the budget. To complete your GOAs, you are provided a mandatory work plan template located in the template workbook on the MSDH Grants and RFAs webpage, (Link: <http://HealthyMS.com/rfp>). If you are able to accomplish your entire project without using

each space in the work plan, please do so. You will be held accountable for all priority areas/goals/objectives/activities in your project. The GOAs should only be for the proposed project.

- **Annual Budget and Budget Narrative**

a. **Budget** (A mandatory combined template for the budget can be found on the MSDH website on the Grants and RFAs webpage under DV Continuation Requirements.) <http://HealthyMS.com/rfp>

The project budget identifies the funding being requested to carry out the specific continuation project. The budget must directly relate to the proposed project activities and grant program requirements. All budgeted line items must:

- be allowable under the grant guidelines
- be reasonable, necessary, and allocated directly to the project
- be aligned with sub-grant activities
- be prorated per the organization's proration plan (if the subgrantee expects to receive multiple funding streams from OAIV)

b. **Budget Narrative** (A mandatory combined template for the budget narrative can be found on the MSDH website Grants and RFAs under DV Continuation Requirements.) Must explain and justify how the subgrantee plans to use the funds requested by cost category and line item in the budget. The narrative should clearly state:

- the description of the cost
- how the amount was calculated
- how the expense is necessary for the achievement of the project's priority area, goals, objectives and activities and
- any additional information to support the budget request (i.e., indirect cost plan).

THINGS TO REMEMBER WHEN CREATING A BUDGET FOR OAIV

1. Raises, overtime and any other personnel related item should be discussed upfront with the governing body of the subgrantee. The decision concerning these issues should be decided before submitting a budget to OAIV. The OAIV budget must reflect the increased cost of any personnel financial decisions happening within the grant year. THERE WILL BE NO MODIFICATIONS COMPLETED WITHIN THE TIME FRAME OF THE SUB-GRANT THAT ALLOWS ANY TYPE OF PERSONNEL FUNDING INCREASE.
2. Any program that has multiple funding streams coming from OAIV must have a proration plan submitted to OAIV and must follow their plan as of the 2024-2025 fiscal year beginning in July 2024. See link for an example of this type of plan at: [Prorating grant budgets to help estimate the availability of funding | Cayuse](#); OVC Suggested Prorating Strategies for Victim Assistance Subgrantees (can be found at the MSDH website under DV Continuation Requirements).

3. For a budget/budget narrative to pass through the initial review, there must be NO mistakes. Please review your budget carefully.

If any of these items are not submitted or instructions not followed, the submission will be considered nonresponsive and the submission may result in a reduction of funding.

OFFICE AGAINST INTERPERSONAL VIOLENCE
REQUEST FOR PROPOSALS (RFP)

DOMESTIC VIOLENCE SHELTER FUND CHECKLIST

COVER LETTER	
Answered all 10 questions for the cover letter	<input type="checkbox"/>
Forms associated with Cover Letter completed and uploaded into Smart Sheet separately :	
1. SAM Registration, if applicable	<input type="checkbox"/>
2. IRS Determination, if applicable	<input type="checkbox"/>
3. Federally Approved Negotiated Indirect Cost Rate, if applicable	<input type="checkbox"/>
4. Financial Capability Questionnaire, if applicable	<input type="checkbox"/>
ORGANIZATIONAL INFORMATION	
Answered all relevant questions from the Organizational Information section.	<input type="checkbox"/>
Forms associated with the Organizational Information section completed and uploaded into Smart Sheet separately :	
1. Additional Funding Sources	<input type="checkbox"/>
2. Conflicts of Interest	<input type="checkbox"/>
3. Board of Directors	<input type="checkbox"/>
4. Job Descriptions for funded personnel, if changed	<input type="checkbox"/>
5. Resumes of new personnel whose salary comes from RPE funds	<input type="checkbox"/>
6. Organizational Chart, if changed	<input type="checkbox"/>
7. Signed MOU's relevant to the subgrantee's DV Program	<input type="checkbox"/>
8. Financial Capability Questionnaire, if changed	<input type="checkbox"/>
WORK PLAN	
The Work Plan has been completed on the mandatory template	<input type="checkbox"/>
BUDGET AND BUDGET NARRATIVE	
Forms associated with the Budget and Budget Narrative section completed and uploaded into Smart Sheet separately :	
1. Annual Budget/Budget Narrative/Work Plan template	<input type="checkbox"/>
2. Indirect Cost Plan, if applicable	<input type="checkbox"/>

KEEP ALL FUNDING STREAMS IN THE SAME WORKBOOK. DO NOT SPLIT THE WORKBOOK TO SUBMIT. THIS WORKBOOK WILL BE USED FOR ALL OF THE FUNDING STREAMS YOU HAVE WITH OAIV, I.E., STATE VICTIM, VOCA, VAWA, FVPSA AND RPE. KEEP THE WORKBOOK INTACT.

DEFINITIONS

- **Application:** A formal, written response by an individual or organization to a grant solicitation published by OAIV.
- **Best Practices.** A best practice is a technique or methodology that, through experience and research, has proven to reliably lead to a desired result. Best practices include processes and activities that have been shown in practice to be the most effective. A commitment to using best practices in any field is a commitment to using all the knowledge and technology at one's disposal to ensure success.
- **Batterer Intervention Program:** (see Qualified Program for Batterers).
- **Certification/licensure:** A professional credential which permits an individual to engage in certain activities under state law.
- **Conflict of Interest:** Participation in activities involving state or federal funds in which a person or his/her immediate family, partners, organization has a financial interest or less than an arms-length relationship.
- **Culture:** A set of learned values, attitudes, rituals, and practices held in common by a group of people, usually identified by history, language, and traditions. Culture includes groups identified by race/ethnicity, gender and gender identity, sexual orientation, age, physical and/or cognitive ability, social class, economic status, education, marital status, geography, family structure, religious affiliation/spirituality, and residency without regard to immigration status.
- **Cultural awareness:** The understanding that culture impacts an individual's perspective and their experience of victimization.
- **Cultural relevance:** Putting cultural knowledge and skill into action, making an individual victim service program relevant to the victims it serves.
- **Culturally or Linguistically Appropriate:** the provision of respectful quality care and services in a manner which is responsive to diverse cultural beliefs and practices, preferred languages, and other communication needs.
- **Culturally Specific Organization:** Organization whose primary purpose is to provide services for and specifically targeted to a specific racial or ethnic minority group and whose dominant organizational culture – including directors, staff, programs, operations, activities, and materials - reflects the culture and values of a specific community.
- **Culturally Specific Project:** Project designed to meet the needs of victims from a specific cultural community in a culturally aware and relevant manner. Activities and materials must reflect the culture and values of a specific community.
- **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a

relationship shall be determined based on a consideration of the following factors: The length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. This part of the definition reflects the definition also found in Section 40002(a)(10) of the Violence Against Women Act (VAWA) (as amended), 34 U.S.C. § 12291(a), as required by FVPSA. Dating violence also includes but is not limited to the physical, sexual, psychological, or emotional violence within a dating relationship, including stalking. It can happen in person or electronically and may involve financial abuse or other forms of manipulation which may occur between a current or former dating partner regardless of actual or perceived sexual orientation or gender identity.

- **Direct Services:** Activities that:
 1. respond to the emotional and physical needs of victims;
 2. assist primary and secondary victims of crime to stabilize their lives after victimization;
 3. assist victims to understand and participate in the civil and criminal justice system; and
 4. provide victims of crime with a measure of safety and security.
- **Domestic Abuse Intervention Program:** (see Qualified Program for Batterers)
- **Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. This definition also reflects the statutory definition of “domestic violence” found in Section 40002(a)(8) of VAWA (as amended), 34 U.S.C. § 12291(a). This definition also includes but is not limited to criminal or non-criminal acts constituting intimidation, control, coercion and coercive control, emotional and psychological abuse and behavior, expressive and psychological aggression, financial abuse, harassment, tormenting behavior, disturbing or alarming behavior, and additional acts recognized in other federal, tribal state, and local laws as well as acts in other federal regulatory or sub- regulatory guidance. This definition is not intended to be interpreted more restrictively than FVPSA and VAWA but rather to be inclusive of other, more expansive definitions. The definition applies to individuals and relationships regardless of actual or perceived sexual orientation or gender identity.
- **Domestic Violence Shelter:** A place established to provide temporary food and shelter, counseling, and related services to victims of domestic violence. Additionally, domestic violence shelters must provide the services and support as defined in the MS Code Section 93-21-107(b)
- **Effective Services:** Services which are designed to meet the needs of the population served and which facilitate victim recovery in a culturally relevant manner.
- **Evidence Based (or Evidence Informed) practice:** Practices which integrate the best research evidence and clinical expertise while considering the clients’ values and needs.

- **Family Violence:** Any act or threatened act of violence, including any forceful detention of an individual that results or threatens to result in physical injury and is committed by a person against another individual, to or with whom such person is related by blood or marriage, or is or was otherwise legally related, or is or was lawfully residing.
- **Grantee/subgrantee/recipient/sub-recipient:** The person or entity awarded a grant, subgrant, award or sub-award.
- **Grant Award/Sub-award:** Financial assistance that provides support or stimulation to accomplish a public purpose.
- **Grant Budget:** A budget itemizing one or more specific activities or purposes under the grant and the maximum amounts a Grantee, a grant recipient or grant sub-recipient may be reimbursed.
- **Indirect Costs:** Indirect costs are those costs incurred for a common or joint purpose benefiting more than one project, that are not readily assignable to a funded activity.
- **Interpersonal Violence:** Any behavior between family members and intimate partners, but also between acquaintances and strangers, that causes physical, psychological, or sexual harm and includes, but is not limited to, acts of domestic violence, stalking, sexual assault, trafficking, and child sexual abuse.
- **Intimate Partner Violence:** A term used interchangeably with domestic violence or dating violence.
- **LEP:** Limited English Proficiency.
- **LGBTQ+:** A person who identifies as lesbian, gay, bi-sexual, transgender or queer/questioning.
- **Match:** Local cash funds or in-kind services which are dedicated to a funded project.
- **Non-responsive:** Any response to a grant solicitation that fails to conform in all material respects to the grant solicitation's requirements.
- **Notice of Award:** Notification provided to a subgrantee they have received an award, establishing the amount and time period.
- **Personally identifying information or personal information:** Individually identifying information for or about an individual, including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed, or otherwise protected, including a first and last name; a home or other physical address; contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number); a social security number, driver's license number, passport number, or student identification

number; and any other information, including date of birth, racial or ethnic background, or religious affiliation, that would serve to identify any individual.

- **Primary Prevention:** Strategies, policies, and programs to stop both first-time perpetration and first-time victimization. Primary prevention is stopping domestic and dating violence before they occur. Primary prevention includes but is not limited to: School-based violence prevention curricula, programs aimed at mitigating the effects on children of witnessing domestic or dating violence, community campaigns designed to alter norms and values conducive to domestic or dating violence, worksite prevention programs, and training and education in parenting skills and self-esteem enhancement. Secondary Prevention: Identifying risk factors or problems that may lead to future family, domestic, or dating violence, and taking the necessary actions to eliminate the risk factors and the potential problem, and may include, but are not limited to, healing services for children and youth who have been exposed to domestic or dating violence, home visiting programs for high-risk families, and screening programs in health care settings.
- **Qualified Program for Batterers:** A qualifying or qualified program for offenders/abusers is one that focuses on behavior modification for perpetrators of domestic violence to prevent domestic violence from reoccurring, consistent with minimum standards adopted by OAIV.
- **Request for Proposals (RFP):** Also known as solicitation. The advertisement seeking proposals for applications for federal or state grant funding.
- **Secondary Prevention:** Identifying risk factors or problems that may lead to future family, domestic, or dating violence, and taking the necessary actions to eliminate the risk factors and the potential problem, and may include, but are not limited to, healing services for children and youth who have been exposed to domestic or dating violence, home visiting programs for high- risk families, and screening programs in health care settings.
- **Shelter:** The provision of temporary refuge in conjunction with supportive services in compliance with applicable state or tribal law or regulations governing the provision, on a regular basis, of shelter, safe homes, meals, and supportive services to victims of family violence, domestic violence, or dating violence, and their dependents. State and tribal law governing the provision of shelter and supportive services on a regular basis is interpreted by the Administration of Children and Families to mean, for example, the laws and regulations applicable to zoning, fire safety, and other regular safety, and operational requirements, including state, tribal, or local regulatory standards for certifying domestic violence advocates who work in shelter. This definition also includes emergency shelter and immediate shelter, which may include housing provision, rental subsidies, temporary refuge, or lodging in properties that could be individual units for families and individuals (such as apartments) in multiple locations around a local jurisdiction, tribe/reservation, or state; such properties are not required to be owned, operated, or leased by the program. Temporary refuge includes a residential service, including shelter and off-site services such as hotel or motel vouchers or individual dwellings, which is not transitional or permanent housing, but must also provide comprehensive supportive services. The mere act of making a referral to

shelter or housing shall not itself be considered provision of shelter. Should other jurisdictional laws conflict with this definition of temporary refuge, the definition which provides more expansive housing accessibility governs.

- **Subgrant Agreement:** The agreement entered between MSDH/OAIV and a successful subgrantee for funding.
- **Supportive Services:** Services for adult and youth victims of family violence, domestic violence, or dating violence, and their dependents that are designed to meet the needs of such victims and their dependents for short-term, transitional, or long-term safety and recovery. Supportive services include but are not limited to: direct and/or referral-based advocacy on behalf of victims and their dependents, counseling, case management, employment services, referrals, transportation services, legal advocacy or assistance, childcare services, health, behavioral health and preventive health services, culturally and linguistically appropriate services, and other services that assist victims or their dependents in recovering from the effects of the violence. To the extent not already described in this definition, supportive services also include but are not limited to other services identified in FVPSA at 42 U.S.C. § 10408(b)(1) (A – H). Supportive services may be directly provided by grantees and/or by providing advocacy or referrals to assist victims in accessing such services.
- **Sustainability:** Organizational sustainability occurs when an organization is profitable enough to plan for and develop financial reserves that will help it weather changes in the economic environment and the program without risk to the organization. If an organization is sustainable, it has invested sufficient resources so that it can sustain itself over the years.
- **Trauma-informed:** Trauma-informed practices are those which involve understanding and responding to the symptoms of chronic interpersonal trauma and traumatic stress, as well as the behavioral and mental health impact of exposure to trauma.
- **Unserved, underserved or inadequately served population:** A population which, due to identifiable barriers including, but not limited to, culture language, race, ethnic origin, or disability, is not able to access services, is served at a lesser capability, or is served in a non-culturally or linguistically competent manner by providers within the state. Mississippi identifies underserved populations as follows: American Indians, Native Alaska Natives, rural populations, the elderly, individuals having disabilities, women of color, other racial minorities, immigrants, refugees, and individuals identifying as LGBTQ+. For VOCA purposes, this may also include underserved victimization types. Unserved victimization types include all forms of human trafficking, stalking, strangulation, survivors of homicide victims, crimes motivated by hate, and identify theft/fraud. For FVPSA this includes populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, and populations underserved because of special needs including language barriers, disabilities, immigration status, and age. Individuals with criminal histories due to victimization and individuals with substance use disorders and mental health issues are also included in this definition. The reference to racial and ethnic

populations is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. § 300(u-6) (g)), which means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian American; Native Hawaiians and other Pacific Islanders; Blacks and Hispanics. The term “Hispanic” or “Latino” means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country. This underserved populations definition also includes other population categories determined by the Secretary or the Secretary’s designee to be underserved.

- **Victim:** A person who has experienced a criminal activity, either direct or indirect. Secondary victims, such as family members, friends, classmates, and co-workers of the primary victim are considered victims.
- **Victim-centered services.** Services which are specific, appropriate, culturally, linguistically, and physically accessible, and driven by the needs of individuals or communities impacted by crime an